

ASSIGNMENT 1

Counseling, Retention, and Transition Programs

Textbook Assignment: Retention Team Manual, NAVPERS 15878H, chapters 1, 2, 5, 8, 13, 14, 18, 19, and appendixes B and G.

Learning Objective: Identify the objectives of the Career Information Team.

- 1-1. Which of the following goals is NOT a stated objective of the Navy Retention program?
1. Obtain personnel stability
 2. Keep Navy families informed
 3. Assist the Navy recruiting command in making enlistment goals
 4. Influence members being separated to participate in the Naval Reserve

Learning Objective: Identify members of the career information team, define their areas of responsibility, and state the qualifications for both command and departmental career counselors.

- 1-2. Minimum qualifications for a departmental career counselor are stated in which of the following criteria?
1. Graduate from a career counselor course and meet the requirements for 9589 or 9588 NEC?
 2. Be a career first-class petty officer or above
 3. Have a minimum of 6 months of experience as a divisional career counselor
 4. Complete a minimum of 2 years type 2 duty

IN ANSWERING QUESTIONS 1-3 THROUGH 1-5, SELECT FROM COLUMN B THE CAREER INFORMATION TEAM MEMBER WHOSE DUTIES ARE DESCRIBED IN COLUMN A.

	A. DESCRIPTIONS OF DUTIES	B. MEMBERS
1-3.	Provide an effective command retention team	1. Command master chief
1-4.	Senior career counselor for the command	2. Command Career Counselor
1-5.	Command's representative on retention matters	3. Commanding officer
		4. Executive officer
1-6.	The commanding officer is responsible for the establishment of a Career Information Program.	
	1. True	
	2. False	
1-7.	Maintaining the command's retention statistics is the responsibility of which of the following retention team members?	
	1. Department career counselor	
	2. Command career counselor	
	3. Command master chief	
	4. Personnel officer	
1-8.	Monitoring division career counselor activities is the responsibility of which of the following retention team members?	
	1. The command career counselor	
	2. The department head	
	3. The executive officer	
	4. The department career counselor	

1-9. The personnel/disbursing office is NOT responsible for which of the following support functions?

1. Submitting messages for SRB precertification
2. Ensuring that the command career counselor receives routed message traffic
3. Submitting messages for SRB precertification and ensuring that the command career counselor receives routed messages traffic
4. Ensuring all reenlistment physicals are completed

1-10. Qualifications for command career counselor are found in which of the following references?

1. The Retention Team Manual
2. The Enlisted Transfer Manual and MILPERSMAN
3. The Advancement Manual
4. All of the above

Learning Objective: Determine methods of maintaining and evaluating a Career Information Program.

1-11. Career information team meetings should be held at what minimum interval?

1. Weekly
2. Monthly
3. Bimonthly
4. Quarterly

1-12. Making sure department and division retention team meetings are held as required is the responsibility of what team member(s)?

1. The department head
2. The division officer
3. The department head and the division officer
4. The executive officer

1-13. Department and division career counselors are appointed by which of the following career information team members?

1. The commanding officer
2. The department head
3. The division officer
4. The department head and division officer

1-14. The career information program should be evaluated by an internal assessment at what minimum frequency?

1. Every 12 months once the program begins
2. Every 6 months once the program begins
3. When useful ideas have run their course
4. As soon as the program begins

Learning Objective: Establish a system to make sure all members of a command are counseled at the required times.

1-15. Identification of individuals requiring different types of interviews and the scheduling of those interviews may best be accomplished by using what file or record?

1. The tickler file
2. The monthly MAPTIS file
3. The EDVR
4. The Career Counselor Record

1-16. A service member's sea/shore rotation and projected rotation date (PRD) are normally discussed during the incentive interview.

1. True
2. False

1-17. The counseling interview system consists of what total number of required interviews?

1. Five
2. Six
3. Three
4. Four

1-18. The reporting interview is required for which of the following personnel?

1. First termers only
2. First and second termers only
3. Personnel below the grade of E-7 only
4. All personnel reporting to the command

- 1-19. The retention program interview should be scheduled at what specific time?
1. 10 months before EAOS/PRD
 2. After a service member has been promoted to P03
 3. At the active duty service date plus 18 months
 4. 6 months after reporting aboard
- 1-20. An interview that is intended for all personnel and is tailored to the length of service of the person being interviewed is best described by what type of interview?
1. Incentive program
 2. Preretirement/separation
 3. Retention program
 4. Reporting
- 1-21. The enlisted duty preference form should be submitted or updated during what interview(s)?
1. Incentive program
 2. Reporting
 3. Incentive program and reporting
 4. Retention program
- 1-22. Members should be apprised of the benefits of remaining on active duty beyond the initial Fleet Reserve eligibility date during what interview(s)?
1. 17-year careerist only
 2. Preretirement only
 3. 17-year careerist and preretirement
 4. Separation
- 1-23. Favorable or unfavorable trends in a members career could be determined during what interview?
1. 17-year monitoring
 2. Reporting
 3. Incentive program
 4. Retention

Learning Objective: Identify scheduling requirements and material to be covered in required interviews.

- 1-24. An interview should be scheduled during a member's career at which of the following points?
1. Within 30 days of reporting aboard
 2. Approximately 10 months before EAOS/PRD
 3. At approximately 17 years of active duty
 4. All of the above
- 1-25. STAR/SCORE program benefits should be discussed at which of the following interviews?
1. Reporting and incentive only
 2. Reporting and retention only
 3. Reporting, incentive, and retention
 4. Incentive only

IN ANSWERING QUESTIONS 1-26 THROUGH 1-29, SELECT FROM COLUMN B THE PHASE OF AN INTERVIEW THAT INCLUDES THE ACTION DESCRIBED IN COLUMN A.

	<u>A. ACTIONS</u>	<u>B. PHASES</u>
1-26.	Give the member information about the command mission	1. Opening 2. Fact-finding 3. Evaluation
1-27.	Encourage the member to talk	4. Closing
1-28.	Determine the member's goals and interests	
1-29.	Summarize benefits that satisfy the member's needs	

Learning Objective: Identify person(s) responsible for officer retention.

- 1-30. Officer retention within the command is the responsibility of what individual?
1. The division officer
 2. The department head
 3. The executive officer
 4. The commanding officer

Learning Objective: Determine a member's suitability for overseas service.

- 1-31. When is a Sailor who is a non-U.S. citizen, prohibited from being assigned to overseas duty?
1. During the first four years
 2. During the last four years
 3. Upon promotion
 4. When the assignment will occur within 18 months following an NJP
- 1-32. Determination of a member's suitability for overseas assignment is fundamental to efficient and cost-effective detailing procedures.
1. True
 2. False
- 1-33. Which of the following types of duty is categorized as overseas service?
1. Type 6 duty
 2. Type 3 duty
 3. Type 4 duty
 4. Each of the above
- 1-34. To determine suitability for overseas duty, the CO should conduct a face-to-face interview with the member, but not the member's family.
1. True
 2. False

Learning Objective: Identify career reenlistment objectives (CREO) and categories.

- 1-35. The CREO system is divided into what total number of categories?
1. Five
 2. Two
 3. Three
 4. Four

- 1-36. The career manning level for a member's rating went from 90 to 103 percent. The member's rating would be placed in what CREO category?
1. One
 2. Two
 3. Three
 4. Four
- 1-37. CREO management is designed to stabilize manning levels for all ratings in what CREO category?
1. One
 2. Two
 3. Three
 4. Four
- 1-38. A member desires to reenlist. BUPERS approval is required if the member's rating is in what CREO category?
1. One
 2. Two
 3. Three
 4. Four

IN ANSWERING QUESTIONS 1-39 THROUGH 1-41, SELECT FROM COLUMN B THE CREO CATEGORY THAT IS DEFINED IN COLUMN A.

	<u>A. DEFINITIONS</u>	<u>B. CREO CATEGORIES</u>
1-39.	Manning is in excess of 103 percent	1. 1 2. 2 3. 3
1-40.	Manning is between 97 and 103 percent	
1-41.	Manning is less than 97 percent	
1-42.	Members whose ratings are in CREO category 3 should be encouraged to take advantage of which, if any, of the following incentive programs?	
		1. SCORE 2. STAR 3. GUARD III 4. None

Learning Objective: Identify the objectives of the REGA, TAMP, and ENCORE programs.

- 1-43. The Navy program that was set up for the purpose of guiding the general apprentice population into ratings where junior levels exist is known by which of the following acronyms?
1. REGA
 2. SCORE
 3. STAR
 4. GUARD III
- 1-44. Personnel separating from naval service will be provided information in which of the following subject areas?
1. Job placement
 2. Financial planning
 3. Veterans' compensation and rehabilitation benefits
 4. All of the above
- 1-45. TAMP workshops are available in which of the following geographic areas?
1. Mayport, FL only
 2. Meridian, MS only
 3. Miramar, CA only
 4. All the above
- 1-46. What is the primary information source from which separating members receive transition counseling?
1. Naval Reserve Career Information team
 2. Spouse Employment Assistance Program
 3. Transition Assistance Program
 4. Command Career Information Team
- 1-47. Responsibility for making sure all separating members attend required TAP counseling rests with what individual?
1. The executive officer
 2. The commanding officer
 3. The command career counselor
 4. The department head
- 1-48. The TAP program was developed by which of the following government agencies?
1. Department of the Navy
 2. Department of Defense
 3. Department of Labor
 4. Department of Defense and Department of Labor
- 1-49. Members and their spouses are provided employment assistance what specific number of days before separation?
1. 60 days
 2. 90 days
 3. 120 days
 4. 180 days
- 1-50. What is the purpose of the ENCORE message program?
1. To control the reenlistment of first term personnel
 2. To control the extension of all first term personnel
 3. To control the reenlistment and extension of first term personnel
 4. To control the reenlistment and extension for all enlisted personnel
- 1-51. ENCORE messages must be submitted when personnel in which of the following categories desire to reenlist?
1. First termers only
 2. First and second termers only
 3. Career personnel only
 4. All personnel
- 1-52. The ENCORE program was designed to expedite which of the following personnel actions?
1. Reenlistments only
 2. Extensions for less than 24 months only
 3. Extensions for more than 24 months
 4. All extensions and reenlistments
- 1-53. When ranking personnel for ENCORE approval, you should consider which of the following factors?
1. Warfare designation
 2. Critical NEC qualification
 3. Sea time
 4. All of the above